



Matthew H. Hymel
COUNTY ADMINISTRATOR

November 10, 2015

Daniel Eilerman
ASSISTANT COUNTY
ADMINISTRATOR

Board of Supervisors
Marin County Civic Center
3501 Civic Center Drive
San Rafael, California 94903

Angela Nicholson
ASSISTANT COUNTY
ADMINISTRATOR

SUBJECT: Informational Workshop to Review Cycle 1 Community Services Program Applications and Consider Funding Recommendations

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RECOMMENDATION: Consider Cycle 1 applications and provide policy direction to staff

Overview

The purpose of the Community Services program is to provide small funding allocations to support various community services needs on a timely basis. The funds are used for small, one-time requests and are allocated to non-profit service providers or other governmental entities. All allocations are reviewed by the Administrator's Office to ensure that the services are appropriate and provide a local public benefit. All allocations will be approved by the full Board of Supervisors in a subsequent meeting as a policy item on your Board agenda. Service providers that receive funds are required to complete a notice of completion and are subject to County audit.

Background

Staff worked with the Board subcommittee to prepare potential revisions to the FY 15-16 program intended to improve transparency, program implementation and design. These revisions, approved by your Board on June 2, 2015, included:

- Individual Supervisors will no longer sponsor funding requests; instead, all eligible requests will be reviewed by the Board of Supervisors at a public workshop and subject to full Board approval as a policy item on a regularly scheduled Board agenda.
- There will be 2 application periods (July 1- September 30 and January 1- March 31). Based on the input received at the two

public workshops, the County Administrator will return to the Board at a subsequent Board meeting with a policy item with staff-recommended funding allocations.

- At the discretion of the County Administrator, a request that is time-sensitive and needs to be considered outside the application period can be recommended for funding at a regularly scheduled Board meeting.

Results of Cycle 1

Cycle 1 of the Community Services program opened to applicants on July 1 and closed on September 30. A total of 58 funding requests were received through an online application process managed by the County Administrator's Office. These requests have been posted on the County's website, on the Community Services program web page, www.marincounty.org/depts/ad/service-fund-program-information/program-applications. The total amount of funding requested is \$449,903, and the targeted amount to be allocated for Cycle 1 is approximately \$150,000-\$175,000.

Fiscal Impact

A total budget of \$300,000 is available for two cycles of the FY 2015-16 Community Services Program.

Please feel free to contact me if you have any questions or concerns.

Respectfully Submitted,



Matthew H. Hymel
County Administrator